

Director Young People, Further Education, Skills and Learning

Department	Children, Young People, Education and Skills
Reports to	Director General Children, Young People, Education and Skills

Job purpose

Support the Director General Children, Young People, Education and Skills in the strategic implementation of the Island's vision for education, with specific focus on vocational, further and higher education, developing the services for young people and the Island's skills agenda to secure the best possible long-term outcomes for the Island and its residents.

Ensure the provision of outstanding vocational, further and higher education and skills for young people that will enable them to realise their social and economic potential. Oversee the development and continuous enhancement of the academic currency and capabilities of young people to ensure the education options and pathways, careers advice and guidance and the youth service meets the current and future needs of the Island, and Islanders.

Work collaboratively with colleagues as part of Team Jersey on all vocational, further and higher education, skills and learning to ensure the delivery of the transformation strategy; encouraging a learning organisational culture focused upon improvement and high performance.

Job specific outcomes

Ensure that young people and families in the States of Jersey thrive, every individual has a real chance to succeed, and no one is left behind.

Lead Jersey's vocational, further and higher education service, ensuring the strategic development and planning for the service provides value for money in meeting the education and training needs of individuals, employees and the community, including the 'one island' priorities for reducing the number of long-term unemployed residents.

Work closely with the Director for Education and the Director for Children's Services, in partnership with young people and local businesses, to establish the skills and capabilities that support the current and future economic requirements for the Island; and ensure that the educational system keeps pace with young people's career aspirations.

Work with the Director for Education to build effective pathways between secondary school, apprenticeships, work and further and higher education. Develop partnerships with local agencies and private sector organisations to ensure a fully integrated and inclusive learning experience to maximise young people's education and skills aligned to future Island needs.

Encourage a culture of engagement and participation for young people to prevent them from becoming Not in Education, Employment or Training (NEET). Ensure the needs of young people are met, through proactive discussions with young people and multi-agency partners (including parents and carers, youth agencies, the third sector and other government departments) as part of the NEET strategy.

Oversee the Head of the Jersey Youth Service in support of the implementation of the strategic direction of the Jersey Youth Service and ensure that key targets and performance are aligned with the overall States of Jersey Strategic objectives.

Responsible for the continuous improvement of outcomes, service access, quality and effectiveness, ensuring that the service achieves key performance indicators in relation to quality measures and resources for learner success and employer satisfaction, and that effective governance processes are in place to provide quality assurance.

Shared responsibility for ensuring the States of Jersey discharges its duties as a corporate parent in an integrated and coherent way through effective local partnership arrangements (e.g. between employers, further education institutions, the Courts, Young Offenders Institute, Parishes and Honorary Police, States of Jersey Police, in particular the Public Protection Unit and Community Policing, Probation and After Care Service). Ensure that appropriate Safeguarding policies and procedures are in place and understood by all.

Support Skills Jersey to implement the strategy to develop the island skills agenda, together with the Jersey Careers Service, working with organisations across all professions to develop initiatives including apprenticeships, work experience placements, work shadowing, internships for undergraduates and graduate development programmes.

Ensure the delivery of a safe and resilient service through ensuring a safe, stable and well developed workforce that demonstrates active collaboration and a commitment to transforming lives for the benefit of young people and families.

Review the implications of external changes that impact the education sector, and evaluate the risks and opportunities to post-16 education, and ensure that strategies and plans reflect these changes.

Statutory responsibilities

Active engagement, participation and compliance with any other statutory responsibilities applicable to the role, as amended from time to time.

This role is politically restricted. The job holder is not permitted to undertake political activity involving standing for election to the States or as a Parish Constable, or publically supporting someone who is standing for election or playing a public part in any political manner.

Services

- Vocational training
- Higher education
- Further Education
- Highlands college
- Skills Jersey
- Careers
- Apprenticeships
- Youth service

Organisational structure



Core leadership accountabilities	
Ministerial relationships	Provide guidance and support to Ministers, translating their political visions and priorities into coherent initiatives that will deliver their intended outcomes
Finance and performance	Be responsible for significant delegated budget and resources ensuring that they are allocated effectively for the delivery of intended outcomes in a manner which demonstrates values for money and compliance with relevant policies and guidelines
Corporate parent	Be responsible for providing the best possible care and safeguarding of children and vulnerable adults in the Island, by creating collaborative, efficient, and joined up public services where children and vulnerable adults can flourish in a healthy, safe educational and social environment.
Customer and Islanders	Ensure that there is a clear and consistent focus across the organisation and its partners on delivering inclusive and an outstanding customer service experience to all customer and Islanders
People management	Provide strong and inspirational leadership, promoting a culture of high performance, continuous improvement, innovation. Be responsible for optimising workforce capability, ensuring fair and transparent approaches talent management and resourcing decisions that promotes diversity and inclusive. Develop workforce plans that ensure the capability and capacity required to meet current and future business requirements
Jersey Standard	To be responsible for creating the Jersey Standards. A performance and service excellence framework for the States of Jersey
Partnership	Develop effective internal and external partnerships and collaborative working to achieve the strategic vision of One island, one community, one government, one future. Act as a positive ambassador for the Island and the States of Jersey.
Governance, compliance and organisational reputation	Provide assurance that strategic decisions are being made in accordance with governance arrangements, relevant legislation with particular reference to Jersey Laws, statutory requirements and policy and operate within an acceptable level of risk. Lead by example and behave in accordance with the code of conduct, carrying out duties within profession good practice and legal standards.

Executive traits and behaviours	
Make the right impact	Inspires others, is visible, adaptive, authentic and engenders trust
See things through	Demonstrates courage, takes responsibility, is resilient and tenacious
Move at pace	Learns quickly, is curious, agile and innovative
Makes things happen	Thinks strategically, acts tactically, creates social value through commercial approach

Creating conditions for success	
Builds powerful relationships	Achieves through influence not control, promotes teamwork and partnership
Builds and sustains effective alliances	Forges dynamic alliances with others to provide world class services
Creates capability	Successfully leads team, realises potential, creating a learning environment where talent thrives
Creates a successful team Jersey culture	Works corporately to create cohesion, breaks down silos and achieves through common goals
Generates ambition	Sets the highest performance and ethical standards, hold people to account
Delivers transformation	Articulates a clear vision, wins hearts and minds and takes balanced risks

Person Specification [for recruitment only]

Specific to the role

Demonstrate a strategic understanding of the policy and practice issues for vocational, further and higher education, skills development, and youth and communities work from the national perspective.

Evidence significant experience of driving improved performance and attainment within the education sector and partner organisations to support all young people to achieve their potential in life.

Significant experience of working at a senior level within one or more of the professional disciplines within the remit of the role.

The ability to communicate effectively and confidently with young people and be able to represent their views in speaking to various groups and at different levels, including reporting to Directors General and Ministers.

Generic to senior leaders

Demonstrate significant experience of working in a senior role in a political environment and evidence of the ability to challenge and negotiate with a wide range of stakeholders.

Demonstrate knowledge and understanding of the challenges that the States of Jersey faces, matched with an understanding of the policy and governance requirements for the department accountabilities within the role.

Demonstrate a proactive, credible and authoritative voice on behalf of the Island with evidence of successful lobbying of senior government figures and counterparts, and other influential stakeholders.

Ability to build and develop strategic relationships, influencing and negotiating with a wide range of stakeholders and partners to achieve outcomes.

Demonstrable track record of leading, motivating and managing teams to achieve high performing and significant sustainable service improvements and outstanding results, within agreed budgets to meet agreed targets and strategic objectives, within an organisation of a comparable scope and complexity.

Experience of developing and sustaining a culture that meets the needs of and engages with customers and staff within an inclusive, open and high-performing environment.

Demonstrable evidence of applying creative and business like approaches to managing demand for services to deliver cost effective and efficient outcomes.

Demonstrate the capability and capacity for critical thinking and ability to apply this insight in a practical and engaging manner.

Qualified to degree level or equivalent qualification or relevant experience.